Ascotel Office *terminals*

Intelligent solutions from ascom *for freedom of communication*

Freedom at your fingertips

Modern office communications start with intelligent telephones that let you enjoy all the advantages of a state-of-the-art switching system. With a host of features that incorporate all the benefits of ISDN, Ascom's easy-to-use, versatile and state-of-the-art Office telephones make your business calls more effective and streamline your internal communications. With Ascom's corded or cordless Office series you'll be free to enjoy all of today's telecommunications options – and tomorrow's.

There's nothing like Office convenience

Office telephones by Ascom are built for practicality, right down to the smallest detail. Their development was driven by everyday business needs and practices. All features of the Office series are designed to perform specific tasks for each application. And since telephone functions concentrate on what is essential, you'll find it easier to manage all of your telecommunications operations. In short, Office is the answer to your call for digital telephony.

The digital world on-line

The Office series lets you enjoy all the advantages of digital telecommunications. For instance, you can send text messages or store information like names and numbers in your electronic directory. And cordless telephones offer the added benefit of calling that is interference-free and secure.

Free to focus on real issues

Ascom's Office series eases your workload and that of your receptionist by eliminating unnecessary tasks. With functions like message send, message receive, call forwarding, call waiting and many more, calls no longer go unanswered. When you speed up and streamline internal and external call traffic, you'll spare your nerves and have more time to devote to more rewarding duties.

Calling made easy

Office telephones make state-of-the-art calling child's play.
At last there's no more need to look through tedious user manuals. All it takes is to follow easy-to-understand menu-driven instructions and to use an ingenious key: the Foxkey.

The Foxkey concept: the name says it all

The Foxkey interacts between human intuition and menu-driven commands. With a number of different functions displayed and activated by the Foxkey, you can switch between different menus depending on the functions you want. For example:

```
Menu 1 12.Apr  12:35
Diversion Pick_up
```

```
Menu 2 12.Apr  12:35
Message Announcement
```

```
Menu 3 12.Apr  12:35
Page      Prog.
```

When the function you want is displayed, just press the Foxkey to activate it. All Office series phones, from the Office 20 to the cordless Office 100, feature the same incredibly simple operating concept.

Programmed for success

Every Office telephone can be programmed to meet your own needs. Entire lists of numbers can be stored and retrieved at the touch of a key. For instance, the cordless Office 100 lets you take your complete list of phone numbers with you whenever you leave the office.

Investing in the future

When you invest in Ascom's Office products, you'll know that you've made a wise decision. You will be able to choose between the model that is most suitable and capable of performing all of today's tasks, you'll also be ready for tomorrow's innovations.

Office fosters freedom of speech

Office 20
Digital features
at analogue prices

For the price of a simple analogue phone, even the basic Office model offers utmost digital convenience and efficiency. No longer will you set out on a time-consuming search for numbers. Instead, you'll store the ten most important numbers and retrieve them at the touch of a key. What's more, you'll program dual-function keys with numbers or functions. Finally, a redial key will store the four numbers you dialed last.

Look who's talking

The Office 20 display communicates in more ways than one. It not only shows the date, time and charge of a call but also the caller number. When you're out of the office, just press the absence key on the Office 20 and your calls will be transferred to someone else or to the switchboard. On your return, a display symbol will remind you that the call transfer function is still active.

Always in the picture

The display acknowledges each operation and confirms dialled numbers. While easy-to-understand symbols keep you fully informed about the unit's current operating mode, the Foxkey allows you to activate frequently-used functions like «enquiry call» or «callback if busy» at the touch of a button.

Off the wall or on

The Office 20 can be wall-mounted in plants, warehouses or other premises where the use of desktop phones would not be practical or feasible.

Office 30
It gets your message

The most notable extra offered by the Office 30 is its intelligent handling of the written word. Every operating step is denoted in clear, simple text on the display. With its alphanumeric display and smart Foxkey, the menu-driven Office 30 is a highly user-friendly interactive communications terminal.

Guidance from below

Depending on the current mode, the display will show a set of functions to be activated with the Foxkey. Pressing the key generates a new subset relative to the new situation. And for incoming calls the display will show not only the caller's number but also the name.

Put it in writing

At the touch of a single key the Office 30 keypad can also be used as an alpha keyboard to send memos to other system users – individually or collectively. Meeting notices, appointment confirmations, requests to return a call: messages like these help to promote the efficient flow of information.

To call someone in your electronic directory, simply enter the name on the alpha keypad. No more need to memorize scores of telephone numbers. The Office 30 LEDs keep you informed of all telephone activities. Functions like hands-free, intercom and voice call provide additional options for modern and convenient communications.

Memory aids

The Office 30 features over 30 number memories, 6 programmable dual-function keys, a redial memory for the four numbers you dialled last, plus a notepad memory for an extra four numbers.

Ideal for centralized operations

The special strength of the Office 40 lies in its call transfer capability, allowing all incoming calls to be rerouted to a central location if not answered. With caller names stored in the system, callers will no longer be asked who they are because their names will appear on the display when they call.

At the same time the name of the person they are trying to reach will also appear. As a result, the person fielding the calls will know who is trying to reach whom even before lifting the handset, and will be able to respond accordingly: an important advantage, especially for service companies who believe their customers come first.

The intelligent choice

Like the Office 30, the Office 40 boasts an interactive interface between display and Foxkey, a key ingredient in intelligent user operation. The difference is that the Office 40 offers a larger display and a greater number of options to choose from. You can combine and assign display functions to suit your own requirements. They are easy to use and easy to understand. Needless to say this model also features an alpha keypad that allows you to access your telephone directory by entering names.

Office 40
At the heart of every team

The Office 40 is specially designed to act as the communications hub of a team structure such as your administration departement. With a capacity of 100 numbers in the private file, eight in the redial memory and 13 programmable dual-function keys, you'll easily handle any volume of call traffic.

For instance:
John Newman's line is busy.

```
2439 NEWMAN JOHN          Busy 11:30
Call back  Call wait.     Message
```

Peter Smythe on the third floor calls his colleague John Newman, but his display indicates that John is on the phone. The terminal then automatically displays various options. Peter selects «Message». In other words, while John Newman is still talking on the phone, Peter can send him a written message.

```
I'LL BE BACK ON MONDAY
OK   READ  ⁂11⁂
```

The system automatically offers 16 standard messages. He can choose the one he wants and add to it using the alpha keyboard.

```
Send message to: 2439 NEWMAN JOHN
OK   Group  All
```

Peter Smythe confirms with «OK», and the message is sent.

```
Message from 3316 SMYTHE PETER
Read  Call  Delete
```

John Newman's display indicates the receipt of a message and the sender's name. He chooses «Read» to display the message on his terminal.

32-line manager

Office 40 is specially equipped to handle several public exchange lines. The two-colored LEDs allow you to differentiate between internal and external calls. You will know which lines are busy with internal or external calls, which employees are currently on the line and when they have hung up.
In addition to its own 12 lines the Office 40 can also manage up to 32 lines with the add-on keypad. The additional 20 programmable dual-function keys can also be used to store more numbers or functions.

Office nurtures your freedom of movement

Office 100
In touch at all times

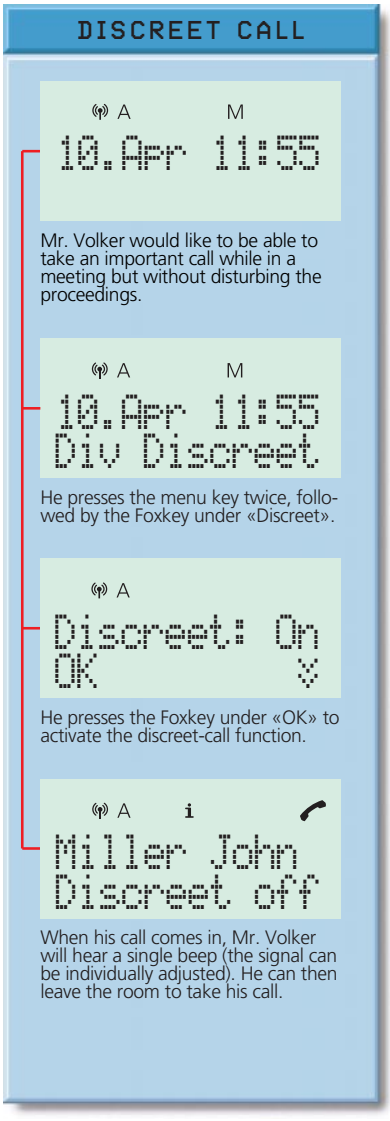
The versatile cordless Office 100 gives you finally the opportunity to combine all the advantages of cordless communications with the sophisticated capabilities of a digital PBX because it can be integrated in an ISDN switching system like Ascotel. A cellular radio network lets you move around your business at will, and allows you to make calls from wherever you happen to be. In fact, you'll be reachable anytime because the digital (DECT) technology lets you move from cell to cell without interrupting calls.

System support by design

The Office 100 is fully system-compatible in that it supports all the system functions of the Ascotel ISDN communications system such as call transfer, direct dialling, dialling by name, text messages. In addition, the cordless Office 100 provides memory for 100 important numbers and functions.

Cordless but smart as a fox

The Office 100 also boasts a Foxkey for very simple user operation in conjunction with the interactive display guide. For added convenience, a hotkey will store and retrieve the six most frequently-used numbers or functions at the stroke of a single key.


DISCREET CALL
A M
10.Apr 11:55
Mr. Volker would like to be able to take an important call while in a meeting but without disturbing the proceedings.
A M
10.Apr 11:55
Div Discreet
He presses the menu key twice, followed by the Foxkey under «Discreet».
A
Discreet: On
OK
He presses the Foxkey under «OK» to activate the discreet-call function.
A i
Miller John
Discreet off
When his call comes in, Mr. Volker will hear a single beep (the signal can be individually adjusted). He can then leave the room to take his call.

Do not disturb

There's nothing more annoying than the sudden ring of a cordless phone in the middle of a meeting. That's why the Office 100 has a discreet-call function. Activate it before the meeting, and you'll hear a single, discreet sound when you receive a call.

Access and privacy assured

Weighing only 165 grams, the cordless handset brings all the advantages of digital cordless telephony to your office: increased availability, superior voice quality, noise-free connection and secure.

Paging included

There's no need for a pager when you're on the road with your Office 100. Wherever you are, you'll be able to call your office and stay informed by reading your message on the display. What's more, you'll be able to reach a company department by dialling a special team number.

From desktop to cordless in no time

The Office 100's special absence function will automatically switch your calls from desktop phone – your Office 40, for example – to cordless whenever you leave the office, and automatically switch back when you return your Office 100 handset to the recharging unit.

The versatile Office family

FEATURES AND FACILITIES

	Office 20	Office 30	Office 40	Office 100
Applications				
Featurephone	●	●	●	●
Keyset		●	●	
Operating elements				
Alpha keyboard		num.	num.	num.
Freely programmable keys (with dual function and LED)	1 (no LED)	6	13	6 (Hotkey) or LED
Internal key		●	●	
Line keys (with ZTF)		5 (16)	12 (32)	
Predefined function keys	4	10	12	
Status display				
Call identification	●	●	●	●
Date/time/call charge	●	●	●	●
Dialled connection	●	●	●	●
LCD display	12 (7-seg.)	2 x 20 alpha	2 x 40 alpha	2 x 12 alpha + 10 symb.
Loudspeaker (on/off)	●	●	●	
Warning LED		●	●	
Features				
Absent key	●	●	●	(Charging contact)
Announcement	●	Foxkey	Foxkey	
Call back	Foxkey	Foxkey	Foxkey	Foxkey
Caller list		10	20	10
Call pick-up	●	Foxkey	Foxkey	Foxkey
Call transfer	●	Foxkey	Foxkey	Foxkey
Conference	●	Foxkey	Foxkey	Foxkey
Discreet call				●
Dialling preparation	●	●	●	●
Electronic lock code	●	●	●	●
Enquiry call	Foxkey	Foxkey	Foxkey	Foxkey
Hands-free operation		●	●	
Leaving message	●	●	●	●
Loudspeaker mode	●	●	●	
Name dialling		●	●	●
Notepad		4	10	
Pager	●	Foxkey	Foxkey	Foxkey
Private file	10	30	100	30
Receiving messages		●	●	●
Repeat dialling	4	4	10	4
Sending messages	●	●	●	●
Team keys		●	●	
User guidance in E, F, G, I		Foxkey	Foxkey	Foxkey
Wall mounting	●			●
Colours	anthracite	anthracite	anthracite	anthracite
Optional connections				
Additional keypad (20 double function keys with LED)		●	●	
Pocket adapter	●	●	●	

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Other companies and subsidiaries in:
Austria, Belgium, Denmark, Finland, France, Germany, Italy, Netherlands, Norway, Portugal, Spain.

Key benefits of the Office system phones:

- Desktop models and cordless phones with the same user guidance
- Foxkey for ease of operation
- Menu-driven display
- Configuration as required
- Programmable function key/number memory
- Internal and external call identification
- Electronic directory dialling by name
- Superior design

Certified Quality System

SQS

ISO 9001/EN 29001
Reg. No. 10318-03

EQNet

Product availability and technical specifications subject to change without notice.

Compliments of your telecoms specialist:

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